

**CITY OF WARNER ROBINS**  
**GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943**  
**"A CITY OF CHARACTER"**

TO: PLANNING AND ZONING COMMISSION

FROM: SHERRI WINDHAM

DATE: AUGUST 31, 2020

SUBJECT: AGENDA FOR PLANNING AND ZONING MEETING SCHEDULED  
FOR SEPTEMBER 15, 2020

**MAYOR**  
Randy Toms

**MEMBERS OF  
COUNCIL**

**Post 1**  
Daron Lee

**Post 2**  
Charlie Bibb

**Post 3**  
Keith Lauritsen

**Post 4**  
Kevin Lashley

**Post 5**  
Clifford Holmes, Jr.

**Post 6**  
Larry Curtis, Jr.

**CITY CLERK**  
Mandy Stella

**CITY ATTORNEY**  
Julia Bowen Mize

**OF COUNSEL**  
James E. Elliott, Jr.

The following items have been placed on the agenda for the Planning and Zoning meeting scheduled for September 15, 2020 at 5:30 P.M.:

1. **Debra Lattimore – 305 Bernard Drive** – requests permission to operate a candy making business as a home occupation.
2. **Tony E. Wiggins – 101 Magnolia Avenue** – requests permission to operate a mobile car detailing business as a home occupation.
3. **Shateria Ranson – 222 Manna Drive** – requests permission to operate an online retail business as a home occupation.
4. **Martha P. Cano – 219 Hearthwood Drive** – requests permission to operate a nail salon business as a home occupation.
5. **Christopher Minor – 102 Beaver Cove** – requests permission to operate a lawn care business as a home occupation.
6. **Jacqueline Richardson – 305 Oak Forest Lane** – requests permission to operate an online apparel business as a home occupation.
7. **Larry T. Griffin – 711 Randolph Avenue** – requests permission to operate a cleaning business as a home occupation.
8. **Megan Spann – 41 Cohen Walker Drive, Apt. 2804** – requests permission to operate an eBook business as a home occupation.
9. **Raymond Antoine – 204 Kady Lynn Way** – requests permission to operate a property management business as a home occupation.
10. **Victoria Spencer – 114 Kentshire Lane** – requests permission to operate an online beauty apparel business as a home occupation.

- 10. Robin Grooms – 105 Wesleyan Drive** – requests permission to operate a real estate business as a home occupation.
- 11. Tracy T. Joseph – 118 Larkspur Lane** – request permission to operate a custom t-shirt design business as a home occupation.
- 12. Melvin Brown – 112 Mayfair Circle** – requests permission to operate an event rentals business as a home occupation.
- 13. VARIANCE – Brian Thompson – 113 Sandringham Court** – requests a 4ft rear setback variance for the construction of a pool.

*Speaking to a Public Hearing Item Protocol*

In the interest of time and to ensure fairness of all persons who appear before the Planning and Zoning Commission to speak for or against a public hearing item, speakers will be limited to three (3) minutes each to address Planning and Zoning Commission except as described herein. One speaker for the Petitioner may address the Planning and Zoning Commission for no more than 10 minutes, unless extended by the Chairperson. In an effort to help the Planning and Zoning Commission and the general public to better understand the issues, the Chairperson requests that a city staff member address the Planning and Zoning commission from the podium. Speakers from the general public may only speak when recognized by the Chairperson during the public hearing. Speakers will be asked to come to the podium to address the Planning and Zoning Commission for three (3) minutes and they shall state their name and resident address for the record.

Speakers addressing the Planning and Zoning Commission on a public hearing item should coordinate comments to respect Planning and Zoning Commission time limits. Groups should select a spokesperson to present the major points that summarized their position and opinions. Speakers are urged to be brief and non-repetitive with their comments. Comments shall specifically address the public hearing item before the Planning and Zoning Commission and the speaker shall maintain appropriate tone and decorum when addressing the Planning and Zoning Commission. The Planning and Zoning Commission may ask questions of the applicant, speakers, or staff during these proceedings only for the purpose of clarifying information. The speaker shall not direct derogatory comments to any individual, organization or business. At the conclusion of the three (3) minute time period, the speaker will be notified that his/her time has elapsed and the next speaker will be recognized to come forward to the podium and address the Planning and Zoning Commission. Once the public hearing is closed on an item, there will be no further opportunity for formal or informal public input at the Planning and Zoning Commission meeting.

*Procedures for Conducting Public Hearings on Proposed Zoning Decisions:*

All public hearings conducted by the Planning and Zoning Commission of the City of Warner Robins, Georgia on proposed zoning decisions shall be conducted as follows:

- All public hearings by the Planning and Zoning Commission on zoning amendments shall be overseen by the Chairperson.
- The Chairperson shall open the hearing by stating the specific zoning amendments being considered at the public hearing and further stating the printed copies of the adopted standards governing the exercise of the Planning and Zoning Commission's zoning power and the procedures governing the hearing are available to the public.
- The Secretary of Planning and Zoning shall advise the Planning and Zoning Commission of any information and/or recommendations when applicable.
- The Chairperson shall determine the number of attendees who desire to testify or present evidence at the hearing.
- When there is a large number of individuals wishing to testify at a hearing, the Chairperson may invoke time limits on individual speakers. In such cases, these time limits shall apply to all speakers. Proponent's, including the petitioner or the petitioner's agent requesting the zoning decision, shall have no less than ten (10) minutes for the presentation of data, evidence and expert opinion; opponents of the proposed decision shall have an equal period of time. The Chairperson may grant additional time; provided, however, an equal period of time shall be granted both sides.
- The petitioner requesting such zoning decision, or the applicant's agent, shall be recognized first and shall be permitted to present and explain the request for the zoning decision. Thereafter, all individuals who so desire shall be permitted to speak in favor of the zoning decision.
- After all individuals have had an opportunity to speak in accordance with subparagraph [6] above, those individuals present at the public hearing who wish to speak in opposition to the requested zoning decision shall have an opportunity to speak. The Chairperson may limit repetitious comments in the interest of time and may call for a show of hands of those persons present in favor of or opposed to the proposed decision.
- It shall be the duty of the Chairperson to maintain decorum and to assure the public hearing on the proposed decision is conducted in a fair and orderly manner.
- Once all parties have concluded their testimony, the Chairperson shall adjourn the public hearing.